

DEPARTMENT OF PUBLIC WORKS

**GUIDE TO CERTIFICATIONS,
PERMITS AND APPROVALS
FOR DPW PROJECTS**

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Report # 91-080

STATE OF CONNECTICUT

Guide to Certifications, Permits and Approvals for DPW Projects

This guide is intended to be a supplement to the Permit/Review Agency Checklist given to Design Consultants by DPW Project Coordinators (PC). This document provides a brief explanation of the scope of each permit and the interest of the review agency listed in the Permit Checklist. Where a permit is already explained in the A/E Procedure Manual, the chapter and page number in the manual is listed.

This document is intended to give Project Coordinators general guidance pertaining to permits, and lists the agency the PC should contact for each permit. The contact person for each permit is listed in the Permit/Review Agency Checklist. A copy of the Checklist is contained in Appendix A along with general guidelines as how the Checklist is used.

The Department of Environmental Protection (DEP) recommends that they be consulted as soon as a PC determines a permit is needed. Early contact with the given permitting office will identify the information needed in the application for the permit and clarify the services that may be needed from the DPW Design Consultant. Second, early contact will give a better indication of the information and guidelines available at the given permit office which could further streamline the permit process. Also, DEP recently has designated a Permits Assistance Coordinator, Robert Kaliszewski (566-4113), who may be contacted for additional information.

Updates

Updating this Guide will be the responsibility of Management Services. Recommended revisions or comments should be sent to Tracy Babbidge (566-2348).

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Permits and Review Agencies

The items in bold print listed below are also listed in the Permit/Review Agency Checklist. The information supplied underneath each bolded item provides the parameters which are relevant to that item. The names and numbers of the contact persons for the various permits are available from the latest revised copy of the permit/review checklist.

Topic: Agriculture
Agency: Department of Agriculture
Permit: Farmlands Preservation
Criteria:

A site that contains 25 or more acres of prime farmland soils requires a review by the Division of Farmland Preservation of the Department of Agriculture. The review will examine the impact of the site on the surrounding areas. For more information, contact the Division (566-3227).

Topic: Air Quality
Agency: DEP
Permit: Stationary Sources
Criteria:

Heating systems that include fuel burning equipment with a capacity in excess of 5 million BTU/hour for distillate (No. 2) oil or 1 million BTU/hour for residual (No. 6) oil or 11 million BTU/hour for natural gas, or which burns solid fuel, require a stationary source permit from the Bureau of Air Management pursuant to section 22a-174-3 of the Regulations of Connecticut State Agencies. If the Permitting Engineer at DEP determines a stationary source produces "significant" emissions, that is, sources that produce an excess of 15 tons per year of emissions, then a permit to construct will also be required.

Any process or manufacturing equipment or incinerators installed at a project may require a stationary source permit from the Bureau of Air Management pursuant to section 22a-174-3 of the Regulations of State Agencies.

Construction where there is the possibility of fugitive dust, such as the operation of a rock crusher with a capacity of 2000 pounds per hour or more, may require a permit from the Bureau of Air Management.

Any Pollution Control Technology used at a site will require a permit from the Bureau pursuant to section 22a-174-3 of the Regulations of State Agencies.

For further information contact the Division of Air Management (566-8230).

Topic: Aquifer
 Agency: DEP
 Permit: Aquifer Protection Areas
 Criteria:

Sec. 22a-354 of the Connecticut General Statutes authorizes DEP to regulate land uses and activities in Aquifer Protection Areas, which are now being defined. These regulations are currently in draft form and will be available by the end of July, 1991. For more information, contact the Division of Water Management (566-7049).

Topic: Archaeological
 Agency: Connecticut Historical Commission
 Permit: Excavation
 Criteria:

A permit is required from the Connecticut Historical Commission prior to excavation on any archaeological or sacred site pursuant to Section 10-381 et seq. of the Connecticut General Statutes. Contact the Commission for a determination of a site in question (566-3005).

Topic: Army Corps of Engineers
 Permit: Construction within Wetland Areas or Watercourses
 Criteria:

Any work or construction activity within wetland areas or watercourses, such as dredging or filling, requires a permit from the U.S. Army Corps of Engineers pursuant to section 404 of the Clean Water Act or section 10 of the Rivers and Harbors Act. Contact the regulatory branch for further information (1-800-343-4789). If a permit is required from the U.S. Army Corps of Engineers, another permit, a Water Quality Certificate, will also be required from the Department of Environmental Protection pursuant to section 401 of the Clean Water Act. For further information, contact the Department of Environmental Protection at 566-7280 for inland projects or 566-4202 for coastal projects.

Topic: Asbestos
 Agency: DPW
 Permit: Inspection Report
 Criteria:

Any renovation, construction or demolition by the state must have an asbestos report filed with the Asbestos Management Section of DPW. Nearly all state-owned buildings have been inspected by the section and have Asbestos Reports filed at the office. For more information, contact the section (566-5463).

Topic: Building Code Modification
 See pages 15-16 of chapter II of the A/E procedure manual.

Topic: Building Permit
 See pages 1-5 and 15-16 of chapter II of the A/E procedure manual.

Topic: Child Care Facilities
 Agency: Department of Human Resources
 Permit: Study of Need
 Criteria:

Any state building constructed, renovated, or acquired which accommodates more than 300 people requires a study to determine if space should be allocated for daycare. Contact the Department of Human Resources (566-5173) to initiate a survey. If the survey determines space should be allocated for daycare, guidelines are available from the Department of Health Services (566-1139).

Topic: Coastal Area Management
 Agency: DEP
 Permit: Construction within Coastal Waters and Boundaries
 Criteria:

Any work or construction activity within tidal wetlands or tidal, coastal or navigable waters (on the water side of the high tide line) will require a permit from the Long Island Sound - Coastal Resources Management. For further information, contact the Coastal Permits Section (566-4202).

Any project within Connecticut's coastal boundary as defined by the Connecticut Coastal Management Act (CCMA), sections 22a-90 through 22a-112 of the Connecticut General Statutes, requires a determination of the consistency of such action with the use policies and resource standards of the CCMA. Coastal Boundaries are delineated on a town by town basis. A permit to build within a Coastal Boundary comes from the town in which a project is located. However, a town can not issue a permit to build within its coastal boundary until DEP supplies the town with a consistency determination. DEP also has the authority to overrule a town's decision. In order to make a consistency determination for the proposed project, a Coastal Management Consistency Review Worksheet should be completed and returned to the Coastal Programs Section of DEP. For further information concerning coastal consistency reviews, contact the Coastal Programs Section (566-4202).

Topic: Dam Safety Permit
 Agency: DEP
 Permit: Dam Safety
 Criteria:

Any proposed dam construction, modification or repairs must be reviewed by the Inland Water Resources Management Division for possible permit requirements pursuant to section 22a-403 of the Connecticut General Statutes. For further information contact the Division (566-7245).

Topic: Demolition

See the information under Asbestos and the Historical Commission in this document.

Topic: DEP - Additional Permits

If there are any questions concerning any DEP permits not mentioned in this document, contact the permitting offices of the following divisions: Air Management (566-8230) ; Waste Management (566-5712), Hazardous Waste (566-4869), and Solid Waste (566-5847) ; and Water Management, Water Quality (566-2588), Pollution Control (566-5760), Coastal Resources (566-7404), Inland Wetlands (566-7280), and Dams (566-7244).

Topic: Easements

Agency: DPW

Criteria:

The need for an easement must be defined and submitted to the Leasing and Property Transfer Division of DPW. For further information contact the Division (566-4260).

Topic: Energy Blueprint Program

Agency: DPW

Criteria:

The Dept. of Public Works is participating with United Illuminating in the Energy Blueprint Program. All Architects/Engineers are required to participate in this program on all projects that qualify for the program. For more information, contact United Illuminating (777-7065).

Topic: Energy Conscious Program

Agency: DPW

For a description of this program, see page 18 of chapter II of the A/E manual.

Topic: Environmental Assessment

Agency: DPW

Criteria:

According to the Sponsor Agency Classification Document, environmental must be prepared if a project involves any of the following: new construction of 25,000 sq. ft. or more; additions or renovations which involve a change in use of more than 25,000 sq. ft.; construction of a parking lot or garage which will provide space for 200 or more vehicles. For more information, contact Management Services (566-2348).

Topic: Federal Aviation Administration

Criteria:

Any building, tower or roadway over 200 ft. in height, within 20,000 ft. of an airport, or within 5,000 ft. of a heliport must file notice with the FAA. Notice must be filed at least 30 days before construction begins at the site or before the date the application for a construction permit will be filed. For more information, contact the New England Headquarters in Burlington, MA (617-273-7152).

Topic: Federal Communications Commission
Criteria:

Any radio system planned by a state agency must obtain a license from the FCC. For additional information, call the New England Office of the FCC (617-770-4023).

Topic: Fire Marshall
See page 9 of chapter II of the A/E Procedure Manual.

Topic: Flood Management Certificate
Agency: DEP
Criteria:

If the proposed project is within the 100-year flood zone on the community's Flood Insurance Rate Map, the project must be certified by the sponsoring agency as being in compliance with flood management guidelines specified in section 25-68d of the Connecticut General Statutes and sections 25-68h-1 through 25-68h-3 of the Regulations of State Agencies. For further information, contact the Inland Water Resources Management Division (566-7244).

Topic: Floor Drains
Agency: DEP
Permit: Discharge of Floor Drain Wastewater
Criteria:

Vehicle maintenance facilities usually require floor drains for the collection of vehicle drippage, floor washdown and the hand washing of vehicles which occurs as a normal part of servicing. Such drains are not permitted unless adequate collection and/or treatment facilities are provided. The treatment required for this type of discharge varies. DEP might require the wastewater to be routed through a concrete oil/water separator tank. Most interior floor drains are connected to the sanitary sewer, which requires a General Permit for the discharge of up to 1000 gallons per day from the Bureau of Water Management. For further information, contact the Bureau of Water Management (566-5903).

In areas where it is not possible to direct floor drainage discharge to a sanitary sewer, installation of a holding tank might be required, depending on the type of discharge. Any discharge of vehicle service floor drain wastewater to surface water or to the ground is not allowed. The contents of the holding tank must be pumped and hauled by a certified oil hauler. Installation of a holding tank eliminates the need to obtain a discharge permit from the Bureau of Water Management. However if the tank is underground, it must be registered with the Bureau of Waste Management pursuant to section 22a-449(d)-1 of the regulations Connecticut State Agencies, and , if installed after November 1, 1985, conform to DEP new installation requirements, such as cathodically protected, externally coated or fiberglass reinforced plastic components. For further information, contact the Underground Storage Tank Office (566-4630).

Topic: Historical Commission
See page 9 of chapter II of the A/E Procedure Manual.

Topic: Hospital
 Agency: Commission on Hospitals and Health Care
 Permit: Certificate of Need
 Criteria:

Any renovation or construction to a state health facility must first be authorized with a Certificate of Need by the Commission on Hospitals and Health Care. For additional information, contact the Commission (566-3880).

Topic: Kitchens - Food Service
 See page 7 of chapter II of the A/E procedure manual.

Topic: Life Cycle Cost Analysis DPW
 See page 18 of chapter II of the A/E Procedure Manual.

Topic: Municipal Negotiations
 Agency: DPW
 Criteria:

The Project Coordinator is responsible for identifying what negotiations with local municipalities may be required. DPW Leasing should handle any easement issues.

Topic: Recycling
 Criteria:

The Project Coordinator should make sure that there is adequate space allocated for recycling in the design of a new project, according to the recycling plan designated by the sponsor agency.

Topic: Septic Tank
 Agency: DEP
 Permit: Domestic Wastewater Discharge
 Criteria:

If a proposed domestic wastewater discharge to the ground water involves a septic system with a design capacity greater than 5000 gallons/day or a community system (i.e. more than one residential building utilizing the same septic system), then a permit will be required from the Bureau of Water Management pursuant to section 22a-430 of the Connecticut General Statutes. For information, contact the Bureau (566-7167).

Topic: Sewer
 Agency: DEP
 Permit: Industrial/Domestic Wastewater Discharge
 Criteria:

The final plans and specifications for any proposed public sewer lines must be approved by the Bureau of Water Management pursuant to section 22a-416 of the Connecticut General Statutes before construction is initiated. For further information, contact the Bureau (566-3282).

Any industrial or non-domestic wastewater discharge, such as boiler blowdown or cooling waters, to either ground water, surface waters or the municipal sewer system will require a permit from the Bureau of Water Management pursuant to section 22a-430 of the Connecticut General Statutes. Discharges will require pretreatment, as appropriate, and, if directed to the municipal sewer system, must be amenable to the biological treatment processes at the sewage treatment plant. For further information, contact the Bureau (566-7167).

Topic: Siting Council
 Agency: Connecticut Siting Council
 Permit: Certificate of Environmental Compatibility and Public Need
 Criteria:

Any planned construction of a power plant, a fuel or electricity transmission lines, community antenna television tower, or a telecommunication tower must receive a Certificate of Environmental Compatibility and Public Need from the Connecticut Siting Council pursuant to section 16-50g et seq. of the Connecticut General Statutes. For more information contact the Council (827-7682).

Topic: Storm Water Discharge
 Agency: DEP
 Permit: Storm Water Discharge
 Criteria:

Appropriate controls, designed to remove sediment and oil or grease usually found in runoff from parking and driving areas, should be included in the stormwater collection system to be installed at the site. Potential controls include gross particle separators, deep sump catch basins with oil/grease traps, or sedimentation basins. Also, a stormwater discharge also requires a permit from the Bureau of Water Management. For further information concerning a potential permit or the appropriate controls, contact the Bureau of Water Management (566-5903).

Topic: Stream Channel Encroachment

Agency: DEP

Permit: Construction within Stream Channel Encroachment Lines

Criteria:

Stream channel encroachment lines that have been established for various rivers in the state. Any work or construction activity within these lines requires a permit from the Inland Water Resources Management Division pursuant to section 22a-342 of the Connecticut General Statutes. For further information, contact the Division (566-7280).

Topic: Structures and Dredging

See the information under the headings of the Army Corps of Engineers, Water Quality Certification and the first entry under Coastal Area Management in this document for more information on this subject.

Topic: Swimming Pools

Agency: Department of Health Services

Permit: Equipment Specification Sheet

Criteria:

Swimming pools must comply with specifications set by the Department of Health Services. All plans and an equipment specification sheet must be approved by the DOHS before construction begins. For more information, contact the Division of Environmental Health (566-1259 or 566-5512).

Topic: Tank Removal\Installation

Agency: DEP

Permit: Registration of Underground Storage Tanks

Criteria:

The installation of an underground holding tank must be registered with the Underground Storage Tank Office (566-4630). The installation of underground storage tanks and integral piping must comply with the provisions of section 22a-449(d)-1 of the Regulations of Connecticut State Agencies. Also, the state DOHS requires that no underground tanks can be within 75 ft. of a well. The reporting and record keeping requirements of section 22a-449(D)-1 will also apply to underground storage tanks on the premises. If any tanks are to be abandoned, the procedures outlined in the code of the National Fire Protection association (NFPA 30, Appendix B) must be followed. For further information, contact the Bureau of Waste Management (566-4630).

Topic: Telecommunications
 Agency: DPW, OPM
 Criteria:

Any planned facility must comply with the wiring standards adopted by the State and administered by the Office of Information and Technology (OIT) at OPM. OIT specializes in the equipment needs of the planned facility. The Telecommunications Office of DPW specializes in the proper space allocations for telecommunications in the planned facility. At the Office of Information and Technology, contact the Director of Communications Services (566-1234). For more information on space allocations, contact the Telecommunications Office (566-6688).

Topic: Traffic Commission
 Agency: State Traffic Commission, DOT
 Permit: Certificate of Public Safety
 Criteria:

Any development generating large volumes of traffic, having an exit or entrance on, abutting or adjoining any state highway, or substantially affecting state highway traffic will require a Certificate of Public Safety form the State Traffic Commission pursuant to section 14-311 of the Connecticut General Statutes. For further information contact the Commission (566-5228).

Topic: Utilities
 See page 37 of chapter II of the A/E manual.

Topic: Water Diversion Permit
 Agency: DEP
 Permit: Water Diversion Permit
 Criteria:

Any diversion of surface waters, including storm drainage systems covering more than 100 acres or stream relocations, or ground water withdrawals exceeding 50,000 gallons per day will require a permit from the Inland Water Resources Management Division for diversion of waters of the State pursuant to section 22a-368 of the Connecticut General Statutes. For further information, contact the Division (566-7160).

Topic: Water Quality Certification
 Agency: DEP
 Permit: Water Quality Certificate
 Criteria:

Any discharge of fill into wetland areas or watercourses requires a Water Quality Certificate pursuant to Sec. 401 of the Clean Water Act, as well as a permit from the Army Corps of Engineers (see above). For further information, contact the Bureau of Water Management for the DEP for inland projects (566-7160) or for coastal projects (566-4202).

Topic: Water Quality Permitting
 Agency: DEP
 Permit: Discharge Toxicity Evaluation
 Criteria:

Any potential discharge of toxic material to a surface water or in some cases, to a Publicly Owned Treatment Works (POTW) will require that a Discharge Toxicity Evaluation (DTE) be submitted to the Bureau of Water Management, Toxicity Section. For more information, contact the Toxicity Section (566-2588).

Topic: Well Drilling
 Agency: Department of Health Services
 Permit: Well Drilling Permit / Agency Approval
 Criteria:

Any proposed well intended to serve >25 people must obtain a permit from the local Department of Health Services in the given locality. This permit is issued after the state DOHS has given site approval. Therefore contacting the Division of Environmental Health (566-1253), is the first step in obtaining a well drilling permit.

Topic: Inland Wetlands
 Agency: DEP
 Permit: Construction in an Inland Wetland
 Criteria:

Any work or construction activity within inland wetland areas and watercourses will require a permit from the Inland Water Resources Management Division pursuant to section 22a-39(h) of the Connecticut General Statutes. The site should be investigated by a certified soil scientist in order to determine whether there are any regulated areas. For further information, contact the Division (566-7280).

Topic: Zoning
 Agency: DPW
 See under the heading of Municipal Negotiations in this document.

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Appendix A
Introduction to the Permit / Review Agency Checklist

The Permit/Review Agency Checklist is intended to provide a listing to the Design Consultant of the permits that may be needed for a project. Also listed with the permit is the names and number of the appropriate contact person, who may be contacted for information concerning that permit. The Design Consultant should fill out the Checklist, indicating the permits and review agencies he or she feels apply to the project, and returns the checklist to the Project Coordinator, who is responsible for obtaining the permits. The Project Coordinator can check the permits and review agencies marked by the Design Consultant to verify that those permits are needed, and, using this guide, determine if any other permits are required. The Project Coordinator should make sure that the design consultant has the latest revised checklist, because the name and numbers of the Contact Persons often change.

PERMIT & UTILITY CHECKLIST

PROJECT NO. _____

The Design consultant is responsible for filling out and submitting a Permit & Utility Checklist along with the first submittal of the project design. If an Environmental Document was part of the project, a list of permits that might be necessary will be available from that document. The Guide to Certifications, Permits and Approvals for DPW Projects is available to Design Consultants as a supplement to the Checklist. This document provides a brief explanation of the scope of each permit and of each review agency listed in the Checklist. Copies of the Guide are available from your Coordinator.

<u>Y if APPR WHO</u>	<u>REQD DATE DOES</u>	<u>PERMIT/REVIEW</u>	<u>CONTACT PERSON</u>	<u>TELEPHONE NUMBER</u>
_____	_____	Army Corps of Engineers (ACOE):		
_____	_____	Wetlands/Watercourses	_____	800-343-4789 or 617-647-8332
_____	_____	Structures/Dredging		
_____	_____	Waterward of High Tide Line		
_____	_____	401 Water Quality Certification (from DEP to ACOE)		
_____	_____	Building Inspector, State (SBI):		
_____	_____	Building Permit Application	Don Vigneau	238-6011
_____	_____	Building Code Modification	Dan Tierney	238-6011
_____	_____	Handicap Exemption Request	Don Vigneau	238-6011
_____	_____	Commission on Hospitals and Healthcare (CHHC):		
_____	_____	Agency Certificate of Need		566-3880
_____	_____	Connecticut Historical Commission (CHC):		
_____	_____	Archaeological (all sitework activity)		
_____	_____	Demolition (See also asbestos)		
_____	_____	Historical Commission	Susan Chandler	566-3005
_____	_____	Connecticut Siting Council (CSC):		
_____	_____	Certificate of Environmental Compatibility & Public Need (for towers)		566-7682
_____	_____	Department of Agriculture (DOA):		
_____	_____	Farmlands Preservation-25 acres	George Malia	566-3227
_____	_____	Department of Environmental Protection (DEP):		
_____	_____	Permits Assistance Coordinator	Robert Kaliszewski	566-4113
_____	_____	Air Quality- all air pollutants; generators, incinerators, rock crushers, spray booths etc.	Ernie Boufford	566-8230
_____	_____	Aquifer Protection	Ozzi Inglese, Jr	566-7049
_____	_____	Coastal Area Management		
_____	_____	or Long Island Sound Program	Art Rocque	566-7404
_____	_____	Dam Safety	Wes Marsh	566-7245
_____	_____	Domestic Wastewater Discharge		
_____	_____	or Septic Tank/Sewer	Bill Hogan	566-3282
_____	_____	Flood Management Certification	Art Christian	566-7244
_____	_____	Floor Drain Discharge		
_____	_____	of Wastewater	Dick Mason	566-5903
_____	_____	Inland Wetlands	Steve Tessitore	566-7280
_____	_____	Industrial Wastewater Discharge		
_____	_____	Non-Domestic Wastewater Discharge	Dick Mason	566-5903
_____	_____	Septic Tank or Sewer	Warren Herzig	566-1932

Y if APPR WHO REQD DATE DOES PERMIT/REVIEW	CONTACT PERSON	TELEPHONE NUMBER
Department of Environmental Protection (DEP): (Cont'd)		
_____ Stormwater Discharge	Dick Mason	566-5903
_____ Stream Channel Encroachment	Steve Derby	566-7280
_____ Structures & Dredging	Sally Snyder	566-7160
_____ Agency Underground Storage Tank Registration	Scott Deshefy	566-4631
_____ Waste Management; 3 types of waste		
_____ Hazardous Waste, Solid Waste, and		
_____ CT Regulated Waste- any removal must		
_____ be coordinated with DEP and explained		
_____ to meet requirements of removal in specs.		
_____ includes lead paint, sand (Sandblasting) etc.		
_____ Water Diversion	Robert Gilmore	566-7160
_____ Water Quality Certification-401	Sally Snyder	566-7160
_____ Water Quality Permitting	Lee Dunbar	566-2588
Department of Health Services (DHS):		
_____ Auxiliary Power	Paul Ritsick	566-1253
_____ Child Care Facilities-licencing	Wesley Bell	566-1139
_____ Kitchen - Food Service local Health		
_____ Department reviews for reference		
_____ State Health Department	Rodger Mshar	566-1258
_____ Septic Tanks		
_____ Swimming Pools	Frank Homiski	566-1259
_____ Well Drilling	Ray Jarema	566-1253
Department of Human Resources (DHR):		
_____ Child Care Facilities		
_____ (study of need-over 300 people)	John Pickens	566-5173
Department of Public Works (DPW):		
_____ Asbestos;		
_____ Inspection Report request(33)	Joseph Krason	566-4016
_____ Acquisitions/Takings/Municipal		
_____ Negotiations/Easements	Tony Ciarlone	566-4260
_____ Environmental Assesment		
Project # _____ (FONSI or EIE) new, additions		
(_____-1) or cumulative affect	Katie Winter	566-2348
_____ Environmental Site Assesment	Katie Winter	566-2348
_____ Life Cycle Cost Analysis		
_____ (refer also to Energy Savings Program)		
_____	Scott Jellison	566-4006
_____ Zoning-local-No requirement to comply, do best to comply,		
_____ no contact		
Energy Savings Program:		
_____ Northeast Utilities (NU)	Fred Wajcs	665-2711
_____ United Illuminating (UI)	Michael Balinskas	499-2042
Federal Aviation Administration (FAA):		
_____ Structure Heights near Airports	Barbera Federici	617-238-7532
Federal Communications Commission (FCC):		
_____ Radio Systems for State Agency	Fran Renahan	617-770-4032
Fire Marshal, State (SFM):		
_____ Fire Code Modification	Douglas Peabody	238-6625

Y if APPR WHO
REQD DATE DOES PERMIT/REVIEW

CONTACT
PERSON

TELEPHONE
NUMBER

State Traffic Commission (STC):
Traffic Certificate

Richard J. Howard

566-5228

Threshold Review, 3rd Party:
see also Building Permit

Utilities *

Date of agreement

_____	_____	Cable TV	_____	_____
_____	_____	Closed Circuit TV,	_____	_____
_____	_____	Agency System	_____	_____
_____	_____	Electric	_____	_____
_____	_____	Fire Alarm	_____	_____
_____	_____	tie to Fire Department?	_____	_____
_____	_____	Gas	_____	_____
_____	_____	Security Systems	_____	_____
_____	_____	Septic - Health/DEP	_____	_____
_____	_____	Sewer	_____	_____
_____	_____	Telephone (SNETCO)	_____	_____
_____	_____	Water Supply - Util.	_____	_____

Other

Only if the Project Coordinator can not come to an agreement with a utility Company can the Department of Public Utility Control (DPUC) be contacted.
Steven Cadwallader 827-2629

The Project Coordinator (PC) is responsible for making sure all Required Permits are acquired and required agency reviews are performed. The Architect, Engineer, Agency, DPW. Engineering, etc., are all support staff for this endeavor. Any suggested changes are to be submitted to Fred Palmer, Director of Project Coordination. An explanation of each of the above available from PC.

ADDITIONAL ITEMS - PLEASE LIST BELOW

_____	_____	Greater Hartford Flood Commission	A. Ferraro	722-6230
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

* A LETTER FROM ALL UTILITY COMPANIES INVOLVED IN THE SPECIFIC PROJECT, SHOULD BE SENT TO THE DESIGN ENGINEER, SPECIFYING AGREED TO DATA ON PROPOSED INSTALLATION. THE DATE OF THIS AGREEMENT SHOULD BE INDICATED ON THIS LIST.

Submitted with:

Environmental _____
Schematic _____
Design Dev. _____
Contract Doc. _____
T & M _____

DESIGNREV A/E (89)
PERMIT CHECKLIST

The below acknowledges that if an Environmental Document was prepared for this project that all Permits mentioned are indicated on this list.
Information completed by:

Architect/Engineer
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Date
8/20/93

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